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UNITED STATES AIR FORCE           AF-01 11 00.00 55 (October 2007)
CCAFS/PAFB                      -----
Preparing Activity:  AF          Superseding
                                AF-01 11 00 (April 2006)

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References are in agreement with UMRL dated October 2007

Revised throughout - changes not indicated by CHG tags

SECTION 01 11 00.00 55

SUMMARY OF WORK 10/07

NOTE: This specification covers the requirements for basic description and special administration instructions of the selected project.

Edit this guide specification for project specific requirements by adding, deleting, or revising text. For bracketed items, choose applicable items(s) or insert appropriate information.

Remove information and requirements not required in respective project, whether or not brackets are present.

Comments and suggestions on this guide specification are welcome and should be directed to the technical proponent of the specification. A listing of technical proponents, including their organization designation and telephone number, is on the Internet.

Recommended changes to a UFGS should be submitted as a Criteria Change Request (CCR).

PART 1 GENERAL

1.1 SUMMARY

[The work to be performed under this project is located at Cape Canaveral Air Force Station. Cape Canaveral Air Force Station is located at the end of State Road 401, north of Port Canaveral.]

[The work to be performed under this project is located at Patrick Air Force Base. Patrick Air Force Base is located approximately three miles south of Cocoa Beach on State Road A1A.]

The work to be performed under this project consists of providing the labor, equipment and materials to [_____].

1.2 PROJECT DESCRIPTION

1.2.1 Civil/Site

[_____]

1.2.2 Structural

[_____]

1.2.3 Architectural

[_____]

1.2.4 Mechanical

[_____]

1.2.5 Electrical

[_____]

[1.2.6 Special Construction

[_____]

]1.3 REFERENCES

NOTE: This paragraph is used to list the publications cited in the text of the guide specification. The publications are referred to in the text by basic designation only and listed in this paragraph by organization, designation, date, and title.

Use the Reference Wizard's Check Reference feature when you add a RID outside of the Section's Reference Article to automatically place the reference in the Reference Article. Also use the Reference Wizard's Check Reference feature to update the issue dates.

References not used in the text will automatically be deleted from this section of the project specification when you choose to reconcile references in the publish print process.

The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.

45TH SPACE WING (SWI)

45 SWI 31-101

CCAFS Physical Security Program

AMERICAN WELDING SOCIETY (AWS)

AWS B2.1 (2005; Errata 2006; Errata 2006) Welding Procedure and Performance Qualification

AWS D1.1/D1.1M (2006; Errata 2006) Structural Welding Code - Steel

ASME INTERNATIONAL (ASME)

ASME BPVC SEC IX (2007) Boiler and Pressure Vessel Code; Section IX, Welding and Brazing Qualifications

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)

NFPA 241 (2004) Safeguarding Construction, Alteration, and Demolition Operations

U.S. AIR FORCE (USAF)

AFI 33-118 (2002) Radio Frequency (RF) Spectrum Management

U.S. ARMY CORPS OF ENGINEERS (USACE)

COE EM 385-1-1 (2004) Safety and Health Requirements Manual

U.S. DEPARTMENT OF DEFENSE (DOD)

UFC 3-600-01 (2006) Fire Protection Engineering for Facilities

U.S. NATIONAL ARCHIVES AND RECORDS ADMINISTRATION (NARA)

29 CFR 1910 Occupational Safety and Health Standards

29 CFR 1926 Safety and Health Regulations for Construction

1.4 SUBMITTALS

 NOTE: Review Submittal Description (SD) definitions in Section 01 33 00 SUBMITTAL PROCEDURES and edit the following list to reflect only the submittals required for the project. Submittals should be kept to the minimum required for adequate quality control.

The following shall be submitted in accordance with Section 01 33 00 SUBMITTAL PROCEDURES in sufficient detail to show full compliance with the specification:

SD-01 Preconstruction Submittals

Submit the following items to the Contracting Officer (throughout

this document, the term "Contracting Officer" shall mean
"Contracting Officer or his Representative:"

NOTE: Select items below to be submitted for review.

Lifting Operation Plan

Utility Outage Requests

Connection Requests

Borrow Requests

Excavation Requests

Welding Requests

Brush/Tree Clearing Requests

Hazardous Materials (including all paint)

1.5 CONTRACT DRAWINGS

The following drawings accompany this specification and are a part thereof.

SHEET NUMBER	DRAWING NUMBER	TITLE
1	G-1	VICINITY MAP, LOCATION PLAN AND DRAWING INDEX [LIST COMPLETE DRAWING INDEX]

Contract drawings, maps, and specifications will be furnished to the Contractor either hard copy or electronic at the Government's discretion (electronic drawings are to be provided in .dwg format). Reference publications will not be furnished.

Contractor shall immediately check furnished drawings and notify the Government of any discrepancies.

The drawings indicate the general location and arrangement of existing conditions. It is strongly recommended that the Contractor visit the site to determine the complexity of the work and the existing conditions affecting the work. Field measurements may be necessary to determine the size and quantity of materials. Conditions which are obvious/visible or which should be reasonably anticipated by the Contractor on inspection will not be considered under the Differing Site Conditions clause of this contract.

1.5.1 Layout of Work and Elevations

Dimensions and elevations indicated in the layout of work shall be verified by the Contractor. Discrepancies between the drawings, specifications and/or existing conditions shall be referred to the Contracting Officer in writing, for review, before the affected work is performed. Failure to make notification shall place the responsibility upon the Contractor to carry out the work in a satisfactory and workmanlike manner.

1.6 WORK SCHEDULING

Work Schedules for all on-site activities must be reviewed and approved by the Contracting Officer prior to start of the project; and all activities coordinated with the Contracting Officer once work has begun. Due to the critical nature of the work location, all work pertaining to this contract shall be completed [without disrupting] [with minimal disruption to] the operation of [_____].

Contractor shall allow for non-access days where construction activity is prohibited due to hazardous operations or launch activity. When possible, the Government will provide 24 hour notification each time the restrictions are invoked.

1.6.1 Requirements

Working hours will normally range between the hours of 7:30 AM and 4:00 PM (0730-1600) excluding Saturdays, Sundays and Federal Holidays. If work must be done during periods other than above, additional Government inspection and Range Support personnel may be required. Notification must be given to the Contracting Officer three working days in advance of intention to work during other periods to allow assignment of additional inspection forces when the Contracting Officer determines that they are reasonably available. If such support is reasonably available, the Contracting Officer may authorize work to be performed during periods other than normal duty hours/days. If inspections and/or supervision are required to perform in excess of their normal duty hours/days solely for the Contractor, the cost of the inspection at overtime rates will be charged to the Contractor and will be deducted from the final payment of the contract amount. Work beyond normal hours/days will be required for major utility outages.

Support that requires more than 16 hours of labor from the base operations support contractor will be funded by the Contractor. The 16 hours of support is cumulative for the entire project and does not include utility locate, outage and connection requests.

No construction work shall take place over the Christmas/New Year holiday period. This period will start one full work day before the Federal Christmas holiday and end the first work day after the Federal New Year Holiday. The Contractor may request to work during this time at the discretion of the Contracting Officer.

1.7 OCCUPANCY OF PREMISES/ACCESS REQUIREMENTS

Building(s) [will] [will not] be occupied during performance of work under this Contract. If occupied, occupancy notifications will be posted in a prominent location in the work area.

Before work is started, the Contractor shall submit a plan to the Contracting Officer or Representative for approval. The plan shall include a sequence of procedures, means of access, space plan for storage of materials and equipment, and use of approaches, corridors, and stairways.

This plan must comply with NFPA 241 requirements that all exits and exit access must be maintained at all times (Ref: UFC 3-600-01, dtd 2006, 1-6). Base Fire Department is required to approve any deviations which affect the exiting or exit access from the building.

1.7.1 Facility Contents

1.7.1.1 Responsibilities

The schedule of work shall be closely coordinated with the Contracting Officer. Unless otherwise stated, remove all furniture, equipment, curtains, drapes, pictures, blackboards, etc., as required to perform the work. Any movable or fixed furniture, equipment, carpet, etc., remaining in the work area shall be covered and protected from damage. All relocated items shall also be protected from damage throughout the construction period. After completion of work and prior to final acceptance, replace removed items in their original location.

[The entire area will not be available to the Contractor at one time. The following phases of work and procedures are required:

a. [_____]

b. [_____]

[Demolition of [mechanical, electrical, etc.] system shall not be started until replacement equipment is on site.]

1.7.1.2 Maintain Clean Work Areas

All work areas shall be kept clean at all times. Contractor shall prevent introduction of dirt or dust into areas adjacent to the work areas. All materials, tools and equipment shall be thoroughly cleaned prior to being brought into the work areas or adjacent areas.

1.7.1.3 Damage To Existing Equipment

Any damage to existing materials, equipment or systems occurring from Contractor activities or neglect, shall, at the sole discretion of the Contracting Officer, be repaired or replaced by the Contractor at no cost to the Federal Government.

1.7.1.4 New Material and Construction Equipment

Only material and construction equipment designated for performance of contract work may be stored at the construction site or located in Government-controlled warehouses or shop facilities.

1.7.2 Construction Area Access And Control

1.7.2.1 Access and Control Requirements

Exclusive use or control of any area will not be allowed as the Government must have access to all areas at all times. All work must be scheduled around operational constraints.

1.7.3 Vehicle Parking

1.7.3.1 Requirements

Job and support vehicles for workers will be parked in designated parking areas within reasonable access to the worksite. All vehicle operators must comply with all traffic laws including mandatory seat belt usage, speed limits and hauling restrictions. Contractor shall be responsible for

repairing or replacing any facility/grounds damaged areas.

1.8 STORAGE, TRANSPORTATION AND PROTECTION

1.8.1 Storage

Contractor may be assigned a storage area upon written request to the Contracting Officer. Contractor's request shall indicate dimensions of trailer, size of storage area, and utilities required. Space at one of the base central storage areas will be assigned to the Contractor by the Contracting Officer. All trailers shall be in good and safe condition. Storage space may not be co-located with construction site, at the Contracting Officer's discretion.

[Contractor is responsible for contacting the local phone company, BellSouth, to request a telephone number and line for their office trailer.]

[Office trailers and long term (longer than one year) storage trailers shall be painted to match the base standard color "Conch Shell", as noted in the base Facilities Excellence guide. Trailers located on site for short term storage, 10 working days or less, will not need to meet this requirement. In addition, all office trailers and long term storage trailers shall be skirted along the entire perimeter with a wood lattice material. This skirting shall be painted to match the same trailer color as described above. Contractor shall be responsible for the storage and protection of all his materials and equipment, whether incorporated into the job or not. Contractor shall also be responsible for enclosing the assigned storage area with a minimum 6 feet high privacy fence. The fence shall be black vinyl coated galvanized fencing, with a black nylon screen covering as approved by the Contracting Officer. The fence shall be in good repair and continuously maintained throughout the construction. The intent is to conceal construction materials, equipment and debris from adjacent occupied areas during the life of the contract. Upon completion of the contract, the Contractor shall be responsible for removing the fence and restoring the site to its original condition.]

1.8.2 Protection

Store and protect products in accordance with manufacturer's instructions. Store products with seals, labels intact and legible. Store sensitive products in weather tight, climate controlled, enclosures in an environment favorable to the product. Products acceptable for exterior storage shall be on sloped supports above ground.

1.8.3 Transportation

Transport and handle products in accordance with manufacturer's instructions. Promptly inspect shipments to ensure the products comply with requirements, quantities are correct, and products are undamaged. Protect products subject to deterioration with impervious sheet covering. Provide ventilation to prevent condensation and degradation of products. Store loose granular materials on solid flat surfaces in a well drained area. Prevent mixing with foreign materials.

1.8.4 Hazardous Materials

Hazardous Materials & petroleum product containers shall be stored on an impervious surface with containment. Incompatible materials shall be segregated and have separate containment systems. Additional HAZMAT

requirements are provided in Section 01 57 20.00 55 ENVIRONMENTAL PROTECTION.

1.8.5 Site Protection Plan

Structures, utilities, sidewalks, pavements, and other facilities immediately adjacent to excavations shall be protected against damage. Contractor shall comply with UFC 3-600-01 (2006) and is required to protect areas adjacent to the construction site.

1.9 PROTECTION OF WORK

Prior to performing any excavation work or any surface penetrations 6 inches or deeper (such as driving stakes more than 6 inches in the ground) on any ground surface, the Contractor shall obtain from the Contracting Office or representative, assistance for locating current subsurface utilities for the particular area to be worked on. Contractor shall stake out subsurface high voltage cables, communication cables, and pipe lines indicated within the scope of the work contemplated.

Contractor shall notify the Contracting Officer, 14 days prior to the start of excavation work or surface penetration, to enable the Contracting Officer to review measures being taken to prevent hazard to employees and possible damage to subsurface utilities, and allow Joint Base Operations Support Contractor (JBOSC) time to respond to scanning requests. Where emergency conditions preclude the 14 days advance notification, the Contractor shall immediately inform the Contracting Officer of his intention to initiate work prior to actual start of activity.

After excavation permit has been obtained and prior to any excavating, verify with Cape Support that there are no Test Control Periods (TCPs) that would prevent excavation.

Contractor shall temporarily halt any machine excavation work or other surface penetration when approaching within 10 feet of the existing utility line until the Contractor has exposed the utility line by hand excavation to fix its location.

1.10 GOVERNMENT-FURNISHED MATERIALS [- None]

[Government will furnish to the Contractor the following property to be incorporated or installed in the work, or used in its performance. Such property will be furnished as Freight On Board (F.O.B.) at [____]. Maintain and protect Government furnished property once it is on the construction site.

ITEM	DESCRIPTION	QUANTITY	AVAILABLE	SALVAGE RECEIVING POINT
[____]	[____]	[____]	[____]	[____]
[____]	[____]	[____]	[____]	[____]

Quantities indicated for the above-listed items marked with an asterisk are estimates. It is the intention of the Government to furnish all quantities of the asterisk items required to complete the work as specified.

Quantities stated for the above items not marked with an asterisk are all

that will be furnished by the Government. Contractor shall furnish any additional quantities required.]

1.11 ON-SITE PERMITS

1.11.1 Utility Outage Requests And Connection Requests

Work shall be scheduled to hold outages to a minimum.

Utility outages and Connection Requests required during the execution of work that affect existing systems shall be arranged at the convenience of the Government, which may require scheduling outside of the regular working hours or on weekends, at no additional cost to the Government. Utility outages and connection that require extensive support, more than 8 hours, will be funded by the Contractor.

Each Utility Outage and Connection Requests shall state the system involved, area involved, approximate duration of outage, and the nature of work involved.

1.11.1.1 Requirements

A written request for a utilities outage (electricity, communication, water, compressed air, gas, steam, air conditioning, etc.) must be submitted to the Contracting Officer at least 14 calendar days in advance of the desired outage. Approval is required prior to scheduling any outage. All limitations noted on the approved outage authorization shall be carefully observed. Final verbal coordination shall be made 4 hours prior to the outage by calling the Contracting Officer or his representative. A utilities outage without prior approval and coordination is prohibited.

Utility outages affecting fire alarm, fire detection, fire suppression, fire pumps and water supplies to fire protection systems greater than 4 hours will require a fire watch per [NFPA 241](#) (Chapter 7).

Since many systems are critical to facility operations, the number and duration of utility outages shall be [kept to an absolute minimum] [limited to a four (4) hour maximum at any one time, unless otherwise approved by the Contracting Officer due to unusual circumstances.] All work effort shall be coordinated and sufficient manpower, materials, and equipment shall be provided to complete the work within the authorized outage window.

Existing utility services may be interrupted only when approved by the Contracting Officer. The interruption shall be scheduled at a time of minimum demand on the utility, convenient to the Government. Outages on weekends, holidays, or evenings shall be performed at no additional cost to the Government.

Contractor shall make all necessary arrangements to schedule and provide connections to existing utilities and to cause minimum interruption to system operation. All temporary utility hook-ups and disconnects shall be made by the Contractor.

If the Contractor fails to comply with a scheduled outage, the cost to reschedule the outage will be deducted from the final contract payment.

1.11.2 Work Clearance Request

**NOTE: The following paragraph is to be used for
 CCAFS only.**

All construction work requires a Work Clearance Request, AF Form 103. This permit is processed by the Government and provided to the Contractor. It is required prior to the start of any construction at the project site and must be posted in a conspicuous location on site during all construction activities.

**NOTE: The following paragraph is to be used for
 PAFB only.**

Contractor shall obtain (from technical representative), prepare, and properly complete AF FORM 103. Contractor shall provide coordination for location of buried structures and utility lines before beginning any work involving digging/excavation. The Technical representative shall be the first and the last to coordinate on the AF FORM 103.

1.11.3 Borrow, Excavation, Brush/Tree Clearing And Welding Permits

[Borrow Requests](#), [Excavation Requests](#), [Brush/Tree Clearing Requests](#), and [Welding Requests](#) shall be submitted to the Contracting Officer. Permits will be obtained by the Contracting Officer or representative, within 14 calendar days, for distribution to the Contractor.

Permits shall be posted at a conspicuous location in the construction area.

Burning of trash or rubbish is not permitted on any USAF facility.

1.11.3.1 Excavation Permits

Prior to performing any excavation work or any surface penetrations [6 inches](#) or deeper (such as driving stakes more than [6 inches](#) in the ground) on any ground surface, the Contractor shall obtain from the Contracting Officer or representative, assistance for locating current subsurface utilities for the particular area where work is to be performed. Contractor shall stake out subsurface high voltage cables, communication cables, and pipe lines indicated within the scope of the work contemplated.

Contractor shall notify the Contracting Officer 14 days prior to the start of excavation work or surface penetration, to enable the Contracting Officer to review measures being taken to prevent hazard to employees and possible damage to subsurface utilities and allow Joint Base Operations Support Subcontractor (JBOSC) time to respond to scanning requests. Where emergency conditions preclude the 14 days advance notification, the Contractor shall immediately inform the Contracting Officer of his intention to initiate work prior to actual start of activity.

After excavation permit has been obtained and prior to any excavating, verify with Cape Support that there are no Test Control Periods (TCPs) that would prevent excavation.

Contractor shall temporarily halt any machine excavation work or other

surface penetration when approaching within 10 feet of the existing utility line until the Contractor has exposed the utility line by hand excavation to fix its location.

1.12 SALVAGE AND DISPOSAL OF MATERIAL AND EQUIPMENT

1.12.1 Removal

Remove and/or relocate only those materials or items of equipment specifically indicated in the drawings and specifications. Removal operations shall be performed in such a manner that adjacent areas, installed equipment, or existing utilities are not damaged. Repair all openings that occur due to removal or demolition operations to match adjacent, existing surfaces. Any damage incurred during removal operations shall be repaired at no additional cost to the Government.

1.12.2 Housekeeping

Sufficient personnel and equipment shall be provided to ensure compliance with all housekeeping requirements. Work will not be allowed in those areas that do not comply with the requirements of Section 14.C of COE EM 385-1-1. Job sites are to be kept clean on an ongoing, daily basis. All areas are to be thoroughly cleaned prior to leaving the jobsite at completion of project work.

1.12.3 Salvage Of Material And Equipment

All salvageable materials or items to be removed shall remain the property of the Federal Government. Salvageable items are listed below in the paragraph entitled, "Salvage Items". Salvageable items shall be transported to and deposited at the Defense Reutilization and Marketing Office (DRMO) at Cape Canaveral Air Force Station.

Salvageable material must be segregated and separated into categories before transport. Material shall be palletized or moveable by forklift (maximum 10,000 lbs). For material that is not palletized, it will be the responsibility of the Contractor to provide labor support for material removal. Scrap metal shall be maximum 15 feet in length and 4 feet in width.

Salvageable material must be segregated and separated into categories before transport.

Deliveries to DRMO shall be scheduled through the Contracting Officer a minimum of 24 hours in advance. All salvageable items delivered to DRMO shall be accompanied by a properly prepared DD Form 1348. This form will be furnished by the Contracting Officer. A signed copy by DRMO reflecting the turn in materials shall be furnished to the Contracting Officer.

Contractor shall maintain property control records for material or equipment designated as salvage. Contractor's system of property control may be used if approved by the Contracting Officer. Contractor shall be responsible for storage and protection of salvaged materials and equipment until disposition by the Contracting Officer.

Material to be salvaged and reinstalled by the Contractor shall be protected during removal and stored to prevent damage.

For reference purposes salvageable is defined as: items, material,

equipment which can be refitted, reworked, and restored and put to use or sold. The Contracting Officer shall have sole discretion as to determining whether any particular item is salvageable.

1.12.3.1 Salvage Items [- None]

[The following equipment and materials shall be salvaged for the Government:

a. [_____]

b. [_____]

c. [_____]

Any additional items shall be inspected by the Contracting Officer to determine whether salvageable or debris. All salvageable materials shall be delivered to the DRMO facility within Cape Canaveral Air Force Station. Salvageable material delivery shall also be accompanied by a properly prepared DD Form 1348.]

1.12.4 Waste Disposal

Non-salvageable material and debris shall be removed from work areas and disposed of daily. Contractor may use Cape Canaveral Air Force Station (CCAFS) landfill for disposal of CCAFS and PAFB C&D debris in accordance with Florida Department of Environmental Protection (FDEP) permits.

Asbestos waste shall be disposed of at the CCAFS asbestos mono-fill unless otherwise directed by the Contracting Officer.

Refer to Section 01 57 20.00 55 ENVIRONMENTAL PROTECTION for further waste disposal and record keeping requirements.

**NOTE: Use first paragraph below only for projects
 not at CCAFS or PAFB (e.g. downrange sites).**

1.12.5 Cleanup

[All waste materials, except indicated salvaged items, generated by the construction shall be hauled off U.S. Government property at the end of each work day and deposited at a disposal site selected by the Contractor. Disposal shall be in accordance with federal, state, county and city ordinances and at the expense of the Contractor.]

Upon completion of the construction each day, the Contractor shall leave the work premises in a clean, neat and workmanlike condition, satisfactory to the Contracting Officer.

1.12.6 Salvage And Disposal Record Keeping

Contractor shall maintain a disposal log of all materials removed from the job site. This inventory shall include waste materials disposed in landfills and materials sold for salvage and recycled. The disposal log form is available from the Contracting Officer. At a minimum the Contractor shall identify the type of materials, material weight, disposition (landfill or recycle), receiving facility (name, address and phone number) and net disposal costs or rebates including container costs,

hauling and tipping fees as applicable. Contractor shall submit two copies of the disposal log and all dump tickets and receipts associated with disposal to the Contracting Officer at the completion of the project.

Upon completion of the construction, the Contractor shall leave the work premises in a clean, neat and workmanlike condition, satisfactory to the Contracting Officer.

1.13 RADIO FREQUENCY MANAGEMENT PROCEDURES

The following procedures shall be followed in obtaining radio frequency authorization:

The policy and procedures contained in AFI 33-118 shall be followed to obtain frequency allocation approval of electronic devices and USAF Radio Frequency Assignment.

1.14 COMMUNICATION SECURITY

Government telecommunications networks are continually subject to interception by hostile/unfriendly intelligent organizations. Therefore, the DOD has authorized the military departments to conduct COMSEC monitoring and recording of telephone calls from, or terminating at, DOD organizations. Contractor shall assume the responsibility for ensuring frequent dissemination of this information to all employees dealing with official DOD information.

PART 2 PRODUCTS

Not Used

PART 3 EXECUTION

**NOTE: The following access requirements are to be
 used for CCAFS only.**

[3.1 CCAFS ACCESS REQUIREMENTS

3.1.1 Badge Requirements

Employees working at CCAFS are required to have in their possession a current Cape Badge. Badges must be displayed above the waist in a visible location at all times. These badges are described below and may be obtained at the CCAFS Pass and ID office (Building 1068) after the required information/identified in the following paragraphs is submitted. The CCAFS Pass and ID office hours are 0600 to 1600 for temporary badges and 0600 to 1330 for permanent badges (must have an appointment for permanent badges). Two forms of identification are required before any badge will be issued. One form must be from the primary list below:

Primary - State issued Drivers License with a photograph; State issued Identification Card with a photograph; DoD, State, County or City Government ID Card with photograph; US Passport (current or expired); Resident Alien ID Card; Foreign Passport; US Coast Guard Merchant Marine ID Card

Secondary - US Birth Certificate; Certificate of US Citizenship;

Certificate of Naturalization; Unexpired Temporary Resident Card; Voter Registration Card; Native American Tribal Document; US Social Security Card; Certificate of Birth Abroad issued by the Dept of State; Current photo already in PASS or AF Computer Badge System

Upon contract completion the Contractor shall be responsible for retrieval of the badges and return to CCAFS Pass and ID within 10 days of the completion date. All security paperwork must be returned to the 45 CES/CELL Security Manager.

When Contractor is mentioned within this document, this includes any and all Lower Tier Subcontractors.

Contractor is responsible for satisfying the prerequisites for unescorted entry. Contractor is responsible for providing escort services for their personnel and subcontractors.

These badging requirements are subject to change.

3.1.1.1 Citizenship

If an employee is not a United States Citizen, 30 days notice must be given to the 45 CES/CELL Security Manager in order to obtain a CCAFS Badge. A Foreign Visit Request Form will be sent to 45th Space Wing Joint Plans and Customer Service, PAFB, for approval. Upon approval, a CCAFS Green Badge (Foreign National Badge) will be issued by PASS & ID. This CCAFS green badge requires continuous escort while on CCAFS and KSC. A US Government permanent or temporary green resident identification card must be presented to Pass & ID to obtain the CCAFS green badge.

Citizenship for all employees requesting a CCAFS entry badge must be verified by birth certificate, passport, voter registration card, resident alien card, or certificate of naturalization (Social Security cards and Driver's licenses will not be accepted as proof of citizenship). Proof of US citizenship must be verified before a badge is requested.

3.1.2 General Cape Entry Requirement (White Unescorted Badge)

In accordance with CCAFS badging requirements, the Contractor requesting a White Badge for unescorted entry to general areas of CCAFS shall have a local county statewide background investigation and submit proof of US citizenship as stated in paragraph entitled "Citizenship" of this section. The Brevard County Clerk of Courts or Clerk of Courts from the county of residence will provide this investigation (some counties may charge a nominal fee). This investigation must be on official letterhead and be signed by a county/state representative. All investigations will be reviewed and a White Unescorted Badge will be issued at the discretion of the 45 CES/CELL Security Manager.

3.1.3 Temporary Cape Entry Requirement (Pink Badge - Escort Required)

For temporary entry onto CCAFS, a temporary Cape Entry Badge and escort are required. Contractor shall submit a badge request at least 24 hours in advance, which shall include the following information:

- a. Full Legal Name(s) (In Alphabetical Order- Last, First MI, as it appears on Drivers License)
- b. Citizenship with proof of US citizenship (if not USA, see

paragraph entitled Citizenship of this section)

- c. Social Security Number of the Designated Individual(s)
- d. Contract Number/Project Title
- e. Location of the Work to be Performed
- f. Time of Required Badging (Start Date and Expiration Date)
- g. Name, Address and Phone Number of Prime Contractor
- h. Name, Address and Phone Number of Subcontractor

Contractor is responsible for satisfying the prerequisites for unescorted entry. Contractor is responsible for providing escort services for their personnel and subcontractors.

3.1.4 Construction Site Requirement

 NOTE: Insert the following paragraph only if all
 on-site project work is within a non-restricted
 area. (That is, when the work site is not within a
 restricted area like LC-17, LC-40, etc.)

[All on-site project work is confined to non-restricted areas. That is, no restricted area badge shall be necessary to accomplish the on-site work. However, normal access requirements into CCAFS must still be accomplished.]

 NOTE: Delete all non-applicable paragraphs. The
 following paragraph is applicable to the following
 areas: All Launch Complexes, LC-17, -36, -40, -41,
 FSA, NPF AREA, SMAB, SMARF, or the VIB Area (Contact
 U.S. Air Force for additions to this list.)

[The on-site project work is located within a restricted area. The restricted area requirement must be accomplished in order to access the construction site.]

 NOTE: Select one of the following restricted area
 access requirements.

[The project will require the Contractor to work inside restricted area Facility No. [____]]. [The project will require the Contractor to work inside the restricted area perimeter fence of Facility No. [____] but outside the actual facility]. [The project will require the Contractor to work both inside the restricted area perimeter fence of and inside restricted area Facility No. [____]].

3.1.5 Air Force Restricted Area Requirements (Black & Yellow Restricted Unescorted Badge)

Access to construction sites located in restricted areas requires a Black &

Yellow Restricted Area Unescorted Badge. Contractor is responsible for satisfying the prerequisites for unescorted entry and/or providing escorted entry to a restricted area for all their personnel and subcontractor personnel. Escort services will not be provided by the Government. It is the Contractor's responsibility to determine the minimum number of personnel needed and obtain the required badges with escort authority in order to meet the contract requirements. Failure to do so could result in denied access to the construction site, interruption of performance and negatively impact timely contract completion.

Individuals meeting the 45 SWI 31-101 security requirements will be allowed to acquire restricted area badges. This document is the 45th Space Wing Instructions that establishes USAF restricted areas and defines normal security operations for operational space launch resources located on CCAFS.

An investigation is required before a restricted area badge can be issued for entry into CCAFS restricted areas. The individual requiring a restricted area badge (subject) shall contact the 45th CES Badging Authority. The Badging Authority will input the subject's initial information into the Joint Personnel Adjudication System (JPAS) and issue instructions for access to the Electronic Questionnaire for Investigation Processing (e-QIP) system. The e-QIP system is a web-based system that can be accessed from anywhere there is internet access. Since e-QIP is a web-based system, it is important that the internet browser be properly configured (instructions will be issued).

The subject must begin completing the questionnaire within 30 days from the time the Badging Authority initiates the process in JPAS and must complete the form within 90 days of the initiation start date.

After completion, the subject must validate, review and certify their questionnaire. Print three copies (file, Badging Authority and subject), print out the three (3) releases and sign (make sure to use system generated releases), provide a copy of birth certificate and completed fingerprint card. Call 45 CES/CEL at 321-853-9710 for detailed instructions.

If an individual has previously had a NASA badge, contact the NASA Security Officer and have the records transferred to CES (Fax 321-853-6255). Call for specific instructions.

In order for Contractor personnel to enter restricted areas, a Restricted Area Badge for the area is required. Those individuals in possession of a White or Pink Badge must remain under the surveillance of the escorts at all times while working in the restricted area. Escorts are subject to having their base access privileges revoked if it is found that they are not in visual contact with the employees they are escorting. The required responsibilities and duties of an escort shall be adhered to by all Contractor and subcontractor personnel. 45 SWI 31-101 and Restricted Area Badge Processing Guide outline the requirements and procedures in obtaining a restricted area badge.

Contingent upon the location and nature of the work, a construction site "Free Zone" may be established by the Commander of the restricted area site. If the area is designated as a construction site "Free Zone", only normal access requirements to CCAFS will apply.

NOTE: The following access requirements are to be

used for PAFB only.

] 3.2 PAFB CONTRACTOR EMPLOYEE IDENTIFICATION AND BADGING

PAFB badging for Patrick projects will be processed by the PAFB Contracting Office. Contractor and his employees shall comply with all the security and law enforcement requirements imposed by the respective local installation Commander at all times. The purpose of these procedures is to establish clear guidance for granting Contractor employee's access to Patrick AFB, Florida. These procedures are for Patrick AFB, Florida and may be changed by the Government as needed or as the required level of security changes.

**NOTE: The following security subpart pertains to
both CCAFS and PAFB**

] 3.3 BADGE CONTROL AND ACCOUNTABILITY

The prime Contractor shall be accountable for all badges issued during the performance of this contract. Upon completion or termination of the contract or expiration of the identification badges/passes, the prime Contractor shall ensure that all base identification badges/passes issued to employees and all subcontractor employees are returned to the issuing office. All badges must be returned to [CCAFS Security Forces] [PAFB 45 Security Forces] Pass & ID before a new badge will be issued.

Prior to submitting an invoice for final payment, the prime Contractor shall obtain a clearance certification from the issuing office which states all base identification badges/passes have been turned in, accounted for, or transferred to a follow-on contract. This certification shall be submitted to the Contracting Officer prior to submission of the final invoice for payment.

3.3.1 Safeguarding Badges

Contractor badges issued by Pass and ID remain the property of the Government and shall be protected at all times. Badges must not be left unattended in vehicles on or off base. Misuse or tampering of badges is a criminal offense. Violators will lose their base access privilege and may be subject to prosecution.

3.3.2 Reporting Lost Badges

Lost badges must be reported within 24 hours. Contractor shall submit a letter to the Security Forces, through the Contracting Officer, explaining the details of the circumstances. As a minimum include the name and Social Security Number of the individual and when and where the badge was lost. This letter must be on file at the Security Forces Pass and ID before a new badge will be issued.

3.3.3 Returned Badges

Prior to submitting an invoice for final payment, the prime Contractor shall obtain a clearance certification from the issuing office which states all base identification badges/passes have been turned in, accounted for, or transferred to a follow-on contract. This certification shall be

submitted to the Contracting Officer prior to submission of the final invoice for payment.

[3.4 PAFB VEHICLE INSPECTION

The Oversized Vehicle Search Area is located on State Road A1A approximately 1 mile north of Pineda Causeway. Operating hours are scheduled from 0600-1700. After hours access shall be through the South Gate. Mandatory inspection is required for all: Commercial Vehicles, Tractor Trailers, Trailers, RVs and Boats. All other passenger vehicles will be turned away from this gate and are required to enter at either the Main Gate or South Gate.

]3.5 [CCAFS][PAFB] DELIVERIES

3.5.1 Non-Hazardous Deliveries

All deliveries of construction material and equipment to job sites (including cement trucks) shall use the [CCAFS South Gate for access. To the maximum extent possible, deliveries shall be scheduled between 1000 and 1500 hours to avoid the peak traffic volume times.] [PAFB Oversized Vehicle Search Area (located on State Road A1A approximately 1 mile north of Pineda Causeway) for access. The operating hours for the Oversized Vehicle Search Area are 0600-1700. After hours access shall be through the South Gate.] The driver of each delivery vehicle and their passengers must have the following:

- a. A valid photo ID; and
- b. A valid bill of lading; and
- c. A known delivery point on [CCAFS][PAFB]; and
- d. An on-base or local phone number and POC to vouch for delivery

Only deliveries that can be verified will be allowed to proceed. Special deliveries, deliveries after normal business hours, or deliveries that cannot negotiate through the barricades must be coordinated in advance.

All delivery vehicles shall be inspected by Security Forces personnel prior to being allowed to proceed onto the installation.

3.5.2 Hazardous Deliveries

Deliveries of fuel, large volume of chemicals, or other hazardous materials shall comply with this section. All hazardous deliveries shall enter through the same gates as non-hazardous deliveries and have the information required for non-hazardous deliveries (see subpart entitled "Non-Hazardous Deliveries" of this section). Only deliveries that can be verified will be allowed to proceed. In addition, hazardous deliveries must be scheduled a minimum of 48 hours in advance for escort by Security Forces to and from job site. Contractors shall contact the [CCAFS Security at 321-853-2121][PAFB Security Forces at 321-494-2000] to arrange for hazardous delivery escorts. Deliveries that have not arranged in advance for Security Forces escorts will be turned away and must be re-scheduled.

3.6 RESPONSIBILITIES

The Government reserves the right to revoke badging authority, escort

authority and/or base access privileges for any person, at any time and for any reason. Contractor understands that the Government has made every attempt to identify potential delays associated with background checks and badging requirements and that such delays have been considered in the construction schedule. Delays resulting from the Contractor's failure to follow the badging guidelines above shall not be considered grounds for contract extension or compensation.

3.7 EXCAVATION

**NOTE: The following subpart entitled "Dig/Utility
 Locate Permit Requirements" is to be used for CCAFS
 only.**

[3.7.1 Dig/Utility Locate Permit Requirements

All excavation work requires a Dig/Utility Locate Permit. This permit is acquired by the Contracting Officer with a dig permit request form. The Contractor shall request the dig/utility locate permit at least 14 days prior to excavation.

Excavation shall be accomplished only after the Dig/Utility Locate permit is received and then with extreme caution to prevent damage to the existing buried utilities in the area. All open trenches must be adequately barricaded. Operational yellow flashing lights shall be placed a minimum of every 20 feet along open trenches as warnings during night time hours. All excavation must be further approved by daily contact with Cape Support (321-853-5211).

]

**NOTE: The following subparts are to be used for
 CCAFS and PAFB.**

3.7.1.1 Location of Buried Structures and Utility Lines

Accurately locate and stake structures and utility lines indicated [by the Government provided Utility Locators on CCAFS]. Provide a drawing indicating the full extent of digging/excavation (width, depth, and length of trench or hole) and attach to the AF FORM 103. If unidentified underground utilities are encountered during excavation, notify the Contracting Officer and cease operations until they are properly identified.

3.7.1.2 Excavation, Trenching, and Backfilling

Open only those trenches for which material is ready to be placed. As soon as approved by the Technical Representative, trenches shall be backfilled and tamped as required by the drawings and specifications. As a minimum, the topsoil shall be replaced and the disturbed area shall be grassed by seeding, watered and maintained for a minimum of 60 calendar days. Stockpile excavated materials a minimum of two feet from the edge of the excavation. Mark or barricade construction work which may present a hazard.

3.7.1.3 Cutting of Roads, Streets, Driveways, and Paved Areas

Repair roads, streets, and paved parking areas which require surface cutting under this project within 10 calendar days after initial cutting.

The topping shall be a minimum of 2 inches of asphalt to match existing (concrete topping on asphalt areas is not allowed). Mark, barricade, and illuminate construction work on or near roads or streets which may present a traffic hazard per OSHA 29 CFR 1910. Contractor shall provide signaling, lighting, and barricades in the construction area conforming to the Manual on Uniform Traffic Control Devices, OSHA 29 CFR 1926.201 and 1926.202. Closures of Streets, parking lots, and other traffic areas will not be permitted unless approved by the Contracting Officer after written request 14 calendar days before the scheduled closure.

3.7.2 Restrictions

[All excavation at the work site must be accomplished by hand only.
Excavating machinery is prohibited.]

[Excavation at the work site may be accomplished with machinery only after underground utilities have been identified and with approval by Contracting Officer.]

Hand digging is required within ten feet of located underground utilities.

3.7.3 Temporary Shoring, Bracing And Supports

All new excavation and trenching work shall be securely and safely supported during installation with temporary, but substantial, shoring, bracing, hangers and other supports as required by U.S. Army Corps of Engineers COE EM 385-1-1, Section 25, Excavations. After new work is completed and completely cured (if required) and all permanent fasteners, anchors and supports are properly installed, the temporary supports shall be removed.

3.7.4 Barricades

Guardrails, fences or other suitable barricades and warning lights shall be placed at all open excavations/trenches which are adjacent to paths, walkways, sidewalks, vehicle parking areas, and other pedestrian or vehicle thoroughfares.

3.8 LAND SURVEYING REQUIREMENTS

NOTE: Delete surveying requirements if this is a
modification resulting in no change to the footprint
of the facility or to above ground or underground
utilities or structures external to facilities.

Land surveying, to include all projections and datum points, shall be required for all modifications affecting civil site plans (e.g., utilities, additions, new construction or storm water modifications). The survey shall be performed by a licensed surveyor and shall be submitted by the Contractor.

3.8.1 Contractor Provided Survey Support

Record drawings shall reflect all civil site developments such as new facility and/or land modifications, external structural changes to aboveground structures, and changes to underground structures and utilities external to facilities located on lands owned by or held in leasehold

interest of the federal government.

Information in record drawings shall include, but not be limited to:

Location of all new lines, conduits, valves, fittings, fire hydrants, meters, terminal points using at least two ties to permanent points (manholes, power poles, curbs, or storm water inlets), or GPS coordinates with accuracy to 1 meter or better if more stringent accuracy requirements are specified in other sections of this contract. An acceptable station and offset system may be used for service lines and fittings only.

Location of new lines from property easement lines or edges of pavement at intervals of 300 feet (Metric equivalent acceptable).

All utility routing and interface changes shall be reflected on the drawings to scale and defined with sufficient dimensions.

Contractor shall facilitate the receipt of surveyed coordinates for facility footprint corners coordinates and underground structures and utilities external to facilities by submitting digital data using the spatial reference identified below to 45 CES through the Contracting Officer within five (5) working days of foundation construction, or open excavation.

Record drawing prints will be drawn at a minimum scale of 1 inch = 100 feet. Areas requiring additional detail shall be enlarged as necessary.

Record drawings shall be provided in digital format. Geospatially referenced files shall be in ESRI GIS Geodatabase, ESRI GIS Shapefile, Microstation DGN, AutoCAD DWG, or DXF file format. Information should be provided in separate layers/levels as specified by GIS and in at least the same degree of separation as the design drawings that were provided. Designation for naming of layers/levels shall be provided by the 45 CES through the Contracting Officer. New like items shall be contained in the same levels to permit easy conversion to GIS layers.

All lines, letters, and details shall be sharp, clean, and fully legible.

One reproducible print and one digital copy in an electronic storage media are required for submittal.

3.8.1.1 Horizontal Reference Datum

All surveys shall be referenced to Florida State Plane Coordinate System, East Zone, North American Datum 1983/1990 adjustment based on Second order Class II horizontal control monument.

3.8.1.2 Vertical Reference Datum

All surveys shall be referenced to North American Vertical Datum (NAVD) 1988. The survey shall include a description of the reference benchmarks from which the NAVD has been determined.

3.9 WELDER QUALIFICATION REQUIREMENTS

3.9.1 Welding And Brazing

Before assigning any welder/brazer to work in pipe and/or structural fabrication on this project, names shall be provided to the Contracting Officer of all welders/solderers together with written certification that these welders/brazers have passed Qualification Tests as prescribed by AWS D1.1/D1.1M, AWS B2.1, and/or ASME BPVC SEC IX, as applicable. All piping and/or structural welds shall be performed by persons holding current certifications. If testing is required, the test and certification shall be by an independent organization regularly engaged in the testing and certification of welders. Date of certification for each welder/brazer shall not be over one year prior to date of contract award.

3.10 HOISTING AND LIFTING

3.10.1 Lifting Operation Plan

Contractor shall have a Lifting Operation Plan and procedure that is fully in accordance with the requirements of COE EM 385-1-1 and OSHA regulations, and shall include drawings/sketches of lifting slings, lifting equipment, and tag lines. The plan shall show weights, center of gravity, and clearances of load over entire lift. Plans shall have details showing any structural mounting of hoisting equipment on sheaves or structural steel, and shall show loading calculations on any such structural mounting showing forces, weights, turning moments, etc. A procedure shall accompany the drawings describing all lifting operations. Use spreader bars wherever necessary to prevent hoisting cables from contacting equipment/material.

3.11 QUALITY CONTROL

Contractor shall use skilled workers, an adequate number of which are thoroughly trained and have a minimum of 3 years experience in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for the proper performance of the work in each section of these specifications.

3.11.1 Licenses

Contractor or their subcontractors shall be licensed by the State of Florida or have an equivalent out-of-state license in all areas applicable to this contract. Refrigerant Technicians shall provide the Contracting Officer copies of their EPA approved Technician Certificates. Asbestos Abatement Contractor shall be licensed by the State of Florida.

3.12 SUPERINTENDENT

Provide name and qualifications and past experience for review. Designate a competent superintendent who shall have full authority to act for the Contractor and who shall be the primary contact with the Government until acceptance. Contractor's superintendent shall be at the job site at all times and shall have full authority to act for the Contractor.

3.13 CONSTRUCTION SCHEDULING REQUIREMENTS

3.13.1 Contractor Coordination Meetings

Contractor shall attend weekly project meetings, not to exceed 3 hours,

scheduled by the Government. [Contractor's Superintendent shall attend the scheduled coordination meetings.] Subcontractor representatives shall attend as required.

Discussion shall address the progress schedule, potential factors of delay, deficiencies, material delivery schedules, submittals, and safety issues.

3.13.2 On-Site Construction Sequence

The required work shall be performed in a sequence to minimize the time when [potable water, air conditioning, panelboards, transformers, power supply, etc.] are [inoperative or out-of-service.] [Remove a single item of equipment, install the new replacement item, tie in required utilities, test, and restore the new item of equipment to fully operational status before removing subsequent equipment.]

-- End of Section --